## STATE OF COLORADO



DIVISION OF PERSONNEL AND ADMINISTRATION \*CENTRAL COLLECTIONS SERVICES 'DIVISION OF FINANCE AND PROCURMENT

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## EXTRA! EXTRA! READ ALL ABOUT IT! TAX OFFSET SEASON IS UPON US!

Accounts must be received in our office by November 18<sup>th</sup> to be included in this year's Tax Offset. Please make sure that you verify the Social Security Number on the accounts that are sent to us.

We will be sending out the Tax Offset notices on the first of January this year, instead of February. Please note that upon receiving a request for a Tax Offset hearing from a debtor, we will again be sending you a "Request for Backup" which must be returned to us in a timely manner or the taxes will be released.

For Judicial accounts, when you send in the New Account Worksheet and want it to be **Tax Offset Only**, please make sure that you write it on the top of the worksheet as (**Tax Offset Only**) in big letters. If you don't do this, it will be set up as a regular account, and we will proceed with normal collections including sending notices and making phone calls, besides doing the Tax Offset on it.

If you have any questions please give us a call at 1-888-608-3691 or 303-866-6581 and we would be glad to answer them for you.